



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

October 30, 2007

OFFICE OF
SMALL AND DISADVANTAGED
BUSINESS UTILIZATION

Dear Participants,

As the Director of EPA's Office of Small and Disadvantaged Business Utilization (OSDBU), it is my sincere pleasure to welcome you to the 2007 EPA Disadvantaged Business Enterprise (DBE) Rule and Small Business Programs Training Conference in scenic Tampa, Florida. This conference will provide you a wealth of information pertaining to EPA's new DBE Rule, as well as training on the other functional areas housed within OSDBU.

Through your participation in this three-day event, you will gain knowledge of the new DBE Program, including the new certification program, contract administration provisions, and new reporting requirements. The OSDBU Direct Procurement Team will acquaint you with how to do business with EPA and the Federal Government in general. The Small Business Ombudsman Team will show you how they can assist in keeping your small business compliant with EPA's environmental regulations. The Minority Academic Institutions (MAI) Program Team will explain what the program is all about and some viable options that MAIs can present when considering your contract and grant program needs.

I hope that, in addition to the training seminars, you will take advantage of the opportunity to network with each other to foster business and working relationships that extend far beyond this conference. I encourage you to participate in the regional breakout sessions, which will serve as an excellent opportunity to get to know the Minority Business Enterprise/Women Business Enterprise (MBE/WBE) Coordinator for your state and discuss your region-specific issues. The panel presentations and one-on-one sessions will be excellent forums for gaining more information on current EPA procurement opportunities, and will also give you an opportunity to present your company's capabilities to EPA's contracting and program officials.

Thank you for participating in this training conference. I hope you will take full advantage of this tremendous learning opportunity and leave Tampa with a better understanding of the programs and services available in EPA's Office of Small and Disadvantaged Business Utilization.

I wish you a very productive and enjoyable conference!

Sincerely,

A handwritten signature in black ink, appearing to read "Jeanette L. Brown", is written over the typed name and title. The signature is fluid and cursive, with a long horizontal line extending to the right.

Jeanette L. Brown
Director